

6-4336

**MEMORANDUM FOR:** Deputy Director (Administration)

**FROM:** Chief of Logistics

**SUBJECT:** Printing of NIS Gazetteers and Their Sale by  
The Superintendent of Documents

1. This Office is conducting a study of the technical phases of the preparation and printing of the NIS Gazetteers. During the course of this study, the desirability of making the Gazetteers available to all Government agencies, geographic societies, and the general public has been expressed a number of times by CIA officials and officials of the Board on Geographic Names. Accordingly, this matter has been given consideration and found to be feasible.

2. The NIS Gazetteers are unclassified and are now printed at the GPO field plant in the Health, Education, and Welfare Building, 3rd and C Streets, S.W. The printed sheets are returned to the Agency [redacted] where they are folded, gathered, and finished. The volumes are marked "For Official Use Only." This designation is used to aid in limiting the official distribution made by the Agency rather than as an attempt to restrict the use of the publications.

3. In order to make these publications freely available to all who have need for them at no cost to the Agency or any other agency of the Government, they can be placed on sale by the Superintendent of Documents, Government Printing Office. To do this it may be necessary to have the publications printed at the main GPO rather than at the GPO field plant as at present. The Superintendent of Documents would "ride our requisition" for the number of copies to be placed on public sale. The sale copies would have references to "NIS" and "Central Intelligence Agency" removed prior to printing and would thus be published as material of the Board on Geographic Names, Department of Interior. (The BGN does all of the research and preparation of material included in the Gazetteers and officials of this Board have long wanted to make these publications available on a wider basis.)

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*Printing & Reprod.*

4. It is our understanding that you had previously expressed the desire not to have these publications printed at the main GPO but that you gave approval to having them done by the GPO field plant in the HEW Building. The above plan would require that this work be done at the main GPO if the number of pages and copies exceed the capacity of the field plant. The Agency now has a considerable amount of unclassified work done at the main GPO, consisting mainly of unclassified forms. The NIS Gazetteers would fall into this same category since they are unclassified and no attempt is made to keep secret the publications, their contents, or the Agency's connection therewith.

5. It is expected that our study will result in a number of worthwhile improvements in the preparation, printing, and handling of this publication. One such improvement would be to have the publications printed and bound entirely by GPO so that the [redacted] plant would no longer have to do the folding and other binding.

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6. Before proceeding further with this phase of the over-all study your approval is requested for printing the NIS Gazetteers at the main GPO whenever necessary or whenever GPO officials decide to do so and to the plan for placing these publications on public sale as indicated in the above paragraph.

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[redacted]  
JAMES A. GARRISON

LO/TR&P/RWP:hhl (1 Dec. 1954)

Distribution:

- Orig. & 1 - Addressee
- 1 - LO Official file
- 1 - Signer's copy

APPROVED:

1st Ind.

29 December 1954

To: Chief, Logistics Office

L. K. WHITE

Deputy Director. I do not recall that anyone has ever discussed with me the (Administration) propriety of having unclassified printing done at the GPO field plant in the HEW Building.

2. If the Government Printing Office is doing unclassified printing for CIA I know of no reason why we should specify that it cannot be done in a field plant.

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